

NOTICE REGARDING IMPLEMENTATION OF CM/ECF LOCKOUT PROGRAM

As a result of ever increasing unpaid filing fees, commencing March 7, 2005, the Bankruptcy Court for the Western District of Michigan will implement a new procedure regarding nonpayment of filing/motion fees.

Pursuant to Administrative Order 2004-02 which adopts the Administrative Procedures for the Electronic Filing, Signing, Verification and Service of Documents dated January 12, 2004, all registered filers shall pay all applicable filing/motion fees through the U.S. Treasury Internet credit card program "by the close of each business day". (emphasis added)

To ensure compliance with this policy, registered e:filers who have not paid the required fees within seven (7) calendar days from the date they were incurred, will be automatically placed in "Lock Out" status. Once an e:filer is in "Lock Out" status, future actions are immediately restricted to:

- ♦ Payment of the outstanding filing/motion fee(s)
- ♦ Accessing PACER
- ♦ Querying a case

The system will not allow you to file new documents in any proceeding until the fees are fully paid. Once the outstanding fees have been paid, all e:filing privileges will be automatically reinstated.

In order to pay outstanding fees, simply select from the Utilities menu "Internet Payments Due" and this will then execute the Point-of-Sale module. Please contact the CM/ECF help desk at (616) 456-2266 or 1-866-351-4795 if you experience any difficulties.